

Metcalfe Public School Council Agenda Tuesday, October 13, 2020

1. Introductions

In attendance were Todd Thompson, Cherie Stanley, Erin Jones Farmer, Christine Lee, Paula Paquette, Jen Therrien, Joanna Larmour, Chandra Copeland, Sylvia Chapman, Vickie Taylor, Amanda Bradford-Janke, Katie McCarlie, Kilmeny West, Lisa Hyslop, Lisa McLeod (joined near end)

2. Dissolution of 2019-2020 council (Todd Thompson)

Last years council was dissolved

3. Election of 2020-2021 executive members (Todd Thompson)

Initially there were 4 names put forward for Chair but two withdrew and Co-chairs: Erin Jones Farmer and Paula Paquette were acclaimed.

No names were put forward for Secretary initially. Sylvia Chapman volunteered and was acclaimed.

No names were put forward for Treasurer. Chandra Copeland volunteered and was acclaimed.

It was confirmed that we could have up to 10 voting members on our council. The following became voting members:

Vickie Taylor
Jen Therrien
Sylvia Chapman
Amanda Bradford-Janke
Katie McCarlie
Joanna Larmour
Chandra Copeland
Kilmeny West

It was confirmed that the co-chairs are not voting members. Quorum is ½ of the voting members.

4. Approval of agenda

Approved by Jen Therrien. Seconded by Joanna Larmour

5. Principals' report

Todd presented his principal's report.

2020-21 Theme: Do differently...not more

This year looks and feels different but everyone is ensuring the kids feel safe, comfortable and connected. Teachers are really putting themselves out there and meeting kids at their level. There is a lot of creativity being used and still a big focus on connecting. Have seen increased use of technology as well.

1. Curriculum

a. Our Umbrella

- i. Third Path – Activity
- ii. Equity – Unlearn Activity
 - There has been a resurgence of a focus on equity, which has encouraged us all to engage in reflection, thinking about breaking down systemic barriers and inherent biases
- iii. Delivery Model
 - Every class has an online format. Google classroom is being used from Kindergarten to grade 8, for asynchronous learning. Allows classes to go virtual if have to and this should be a seamless transition.
 - Trying to ensure that all kids have devices; they are being provided but not all kids are taking advantage of this.

2. Covid Safety Measures

- There are 3 distinct cohort areas (kindergarten yard, grades 1-4 and grades 5-8).
- Contactless sign out to washrooms.

- Teacher movement is being minimized where possible.
- There are zones in the yard.
- Physical distancing in the yard.
 - o This has been the hardest part of the day. The biggest challenge and staff are working on it constantly. Trying to keep lines distanced as they move and trying to remind kids who forget when they are playing.

3. Halloween at School

There are plans in the works to celebrate in some way at school since kids may not be able to celebrate in their usual ways at home. More details to follow.

4. Meet the Teacher

This will occur virtually this year. More details to follow

5. Morning Arrival

Have been working towards having everyone there by 8:15. Had arranged for staggered buses at arrival. Also staggered dismissal, but have been working towards a full dismissal at 2:45 which happened today.

6. Ms. Stanley had some additional notes from the teacher perspective:

- There were a lot of mixed emotions at the start. Everyone was excited to be back with the kids but nervous about how it would all work.
- Thanks to the parents for what everyone is doing at home. Teachers really appreciated how prepared the kids were coming back to school and are impressed with the kids willingness to be flexible and work with the changes.

6. Treasurer's report/financial requests

Financial Statement was presented.

Note that when COVID hit that everything was put aside and then had to go back and try to track everything and reconcile with the statements when they were received.

- Refunds are listed under hot lunch expenses and are reflected in June, July, and August.
- Movie night and Popcorn were input.
- Balance was \$16,192.69 at the end of the reporting year.
- \$991 to be deposited and will show on this year's books because they were leftover.
- Some expenses carried forward:
 - o \$601 hot lunch refund (ones that agreed to donate to food cupboard in Enniskerry)
 - o \$425.15 Mariane McEwen Honorary
 - o \$1,000 Forest of Reading (books were purchased but there was no final celebration so once get receipts the amount will be adjusted)
 - o \$307.53 left from \$30/class to do a celebration
 - o \$200 Stem – CEC computing challenge (didn't happen because of COVID)
 - o \$200 Sports – for trophy refurbishment
 - o \$300 Miscellaneous – to donate to school fund for families in need
- Some of the expenses will have to be adjusted and removed once we get an accounting of what was spent and what was not completed due to COVID.
- Leaves a balance of \$14,102.01 remaining.
- It is suspected that there will be an estimated \$8,000.00 owing for credits for hot lunches (to discuss later).
- Some discussion was had about this being a large balance. As a non-profit Council we usually aim to have between \$1000 and \$3000 carried forward. We would normally have had more school related expenses in the year end that we didn't have because of COVID. Todd noted that the Board is being a little more lenient about the carry forward amounts due to the circumstances from the end of this past school year.

7. Overview of Committees

Do not foresee that many of these things will happen this year.

- o Hot lunches (Paula Paquette)
Not going forward now. Unsure when it will resume.

Motion: Let's not carry forward money for hot lunches. Proposed to issue refunds and once we resume hot lunches then we can start fresh at that time.

Council voted: all in favour, motion carried

- Communication (Jen Therrien)
Jen is happy to continue with communications. She reported that she is avoiding duplication with what Todd is posting and sharing. People are welcome to freely post questions on the Parent's Council Facebook page and they will be answered or redirected from there.
- Bag2school (Erin Jones Farmer)
Erin put an email out and is waiting to hear back. She has heard from others that this is likely not happening this fall.
- Cakewalk (Vickie Taylor)
This is also something that we likely cannot do this year.
- Jingle Bell Bazaar (Erin Jones Farmer)
This is also likely not possible this year. Especially as there are no helpers allowed in the school and there are issues with distance.
- Website
All part of the school now, so no need to maintain a separate website
- OCASC
We haven't had someone attending. Chandra may try to attend one. Todd reported an experience of someone having attended and having found the meeting to be more political and high level discussion than what is typically seen at the local Parent's Council meetings.

Some discussion in chat about how we might be able to do some events differently. It is unclear what kinds of fundraisers we will be able to do right now. People are encouraged to keep an eye out for future fundraisers.

Some discussion about being cautious of what we are asking of families because many families have been negatively affected by COVID and many are struggling. We need to be conscious not to ask too much of people.

One suggestion is to maybe focus on one big activity or event, rather than multiple smaller ones.

One idea of doing popcorn sales by large bags of popcorn being prepared and sold off site and delivered for donations to the school. This would help to use up large amount of popcorn supplies purchased for fundraising purposes before they expire. Discussed issues about no volunteers being in school and how it could be done offsite. There is still concern that this will not be allowed as a result of restrictions on food sales in the schools. Todd will reach out to inquire and report back. He will inquire specifically about the possibility of making items at home and exchanging or delivering in the community outside of school.

Question about whether pizza kits might be possible again this year.

8. Mail/correspondence

None.

9. Other/new business

- o Donation to food cupboard from hot lunch refunds
Proposal to add the \$300 amount approved from last year to the \$600 donations to go to the Enniskerry food cupboard.

Motion: 3 options for what to do with the \$300 approved last year. Option 1: approve the money to be used as discretionary funds at the school to help families who need it;

Option 2: add the money to the Enniskerry food cupboard donation;

Option 3: remove the expense and revisit later when we discuss our donation for this year.

Council voted: majority favoured Option 1. \$300 will go to the school for distribution to families in need.

- Vickie noted that the Community Youth Association is considering a November event, in time before Christmas in recognition of the need to do a local event for local families in need
- Remaining hot lunch credits
Discussed above while reviewing committees.
- Halloween goody bags
Idea suggested of using funds for goody bags for the kids if they won't be able to go trick or treating.
 - The idea was discussed
- Forest of Reading
This is an activity that can likely go ahead this year. Mrs. Acres is on board for doing it. Should we earmark some money for this?
 - Members were generally in support, but agreed that reimbursements should be issued for hot lunches first so that we can see what remains before we start approving new expenses.
 - We anticipate that this request will come to us at a future meeting and we can make a decision at that time.
- How often to have meetings
 - There is a requirement to have a minimum of 4 per school year.
 - Debated whether to keep the meetings monthly in order to keep up to date with what is happening at the school or whether we should have meetings every couple of months because there will be less activities that are being organized.
 - It was decided to keep monthly meetings and that we can always choose to skip a month if nothing is happening.
 - Meetings will continue the 2nd Tuesday of each month.
- Special thanks to Vickie and others who helped in preparing the special messages for world teacher day. It was greatly appreciated.

- Christine Lee also thanked everyone for everything they have done over the years and expressed that she was going to miss everyone upon leaving this council. Everyone expressed appreciation for all of her efforts over the years for this school as well.
- Todd noted that this meeting was supposed to be live streamed but there was a technical issue and it was not. We will try again next month.

Meeting Adjourned.

Next Meeting: November 10th.

